Reconciliation Overview

Overview

- What is Contract Reconciliation?
- Who are our Customers?
- Reasons Contract Reconciliation is needed
- Tools Utilized
- Priorities

What is Contract Reconciliation ?

Contract Reconciliation Division:

- Unit trained
  - To identify and correct errors and out of balance conditions related to obligations and disbursements
- Staffed with Accounting Technicians and Accountants
- Make contract obligation / disbursement data adjustments
- For Contract Management
  - Workload divided by geographic region
- For Accounting Activities
  - Workload divided by Service

What is Contract Reconciliation?

- Reconciliation Support
  - Provides statistical data and works special projects
  - Maintains mail log
- Accounts Receivable / Debt Management
  - Maintain subsidiary records of amounts owed to government
  - Performs offsets if amounts not voluntarily sent in
  - Debt Management pursues debts not collectable by A / R
- Reconciliation Contract Manager
  - Oversees reconciliation work performed by contractors

Who Are Our Customers?

- Defense Contract Management Agency (DCMA)
- Service Accounting Activities
- DFAS Internal
- Contractors

Reasons for Reconciliations

- Unpayable Invoices (J Codes)
- Input Errors
- Payment Errors
- Canceling Funds
- Contract and Modification Errors
- Contract Closeout
- Contract Administration Actions
  - Price / quantity changes, financing methods, etc.

Tools Utilized

- Contract Reconciliation System (CRS)
- Standard Contract Reconciliation Tool (SCRT)
- Document Tracking Log (DTL)
- Electronic Data Management (EDM)
- Electronic Data Access (EDA)
- Electronic Document Interchange (EDI)

Priorities

- Unpayable Invoices and Refunds
- ACO priorities elevated to WYNNE list
- Canceling Funds
- GAO requests for adjustments
- Demand letters and disputes
- Reduction Modifications
- Full Audits

Reconciliation Division Points of Contact

POC	Phone Number	(614-693)	DSN (869)
Reconciliation Division			
William McGee, Chief	8700 (TTY)		
East Reconciliation Branch			
Brian Moore, Chief	1219		
North Branch:			
Gary Fuller, Supervisor Team A	9052		
Leon Mehnert, Supervisor Team B	5507		
Jeannette Spencer, Supervisor Team C		6009	
South Branch:			
Karen John, Supervisor Team A	8863		
Elizabeth Elliott, Supervisor Team B		8664	
Jeannette Spencer, Supervisor Team C		6009	
West Reconciliation Branch			
John McGee, Chief	8549		
West Branch:			
Vacant, Team A Supervisor			
Vacant, Team B Supervisor			
Patrick Tiu, Team C Supervisor	7623		
Raisa Belenky, Team D Supervisor	8943		

Reconciliation Division Points of Contact

POC	Phone Number	(614-693)	DSN (869)
Reconciliation Support Division			
Victor Rivard, Chief		5476	
Debt Management Branch			
Joanne Robbins, Chief		8718	
Accounts Receivable Section			
Sharon Zielke, Supervisor		6479	
Reconciliation Support Branch			
Andrew Durewicz, Chief		0798	
Contract Closeout Section			
Patricia Hendrix, Chief		6238	
Vacant, North Supervisor			
Sharrell Randolph, South Supervisor		5922	
Sharrell Randolph, West Supervisor		5922	